

HEALTH PROGRAM SPECIALIST I

JOB ANALYSIS BACKGROUND INFORMATION

Date of Study: December 8, 2003

Collective Bargaining Identification: R01

Job Analysis Conducted By: Chuenta' Rhym, Personnel Exam Analyst
Personnel Examining Section

Number of Incumbents: There are 4 incumbents in this classification per management in the Health Care Services Division program with Department of Corrections (November 2003).

Names of the Subject Matter Expert(s) and their background:

Vicki O'Shaughnessy Staff Services Manager I
Health Care Services Division
Ms. O'Shaughnessy has worked for the California Department of Corrections for 9 years. She has been a Staff Services Manager I for over 6 years.

Sharon Riegel Health Program Specialist I
Health Care Services Division
Ms. Riegel has worked for the California Department of Corrections for over 9 years. She has been a Health Program Specialist I for 6 over years.

HEALTH PROGRAM SPECIALIST I INFORMATION GATHERING

The initial list of tasks and knowledges, skills & abilities statements were identified after conducting a literature review which consisted of:

- (California) State Personnel Board Class Specification
- Washington State Department of Personnel
- State of Arizona Position Specification (Mental Health Program Specialist I)